

May 22, 2002

Gene Tollefson, FOIA Officer
Mail Stop CILR-4
Bonneville Power Administration
P.O. Box 3621
Portland, OR 97208

RECEIVED BY BPA FOIA OFFICE THIS DATE: 5-23-02
DUE DATE: 6-21-02
LOG # 02-027

Dear Gene:

Concerning all applications forwarded to the selecting official for BPA Vacancy Announcement #000966-02-DE, Public Utilities Specialist, I am requesting the following information under the Freedom of Information Act:

A copy of each:

1. Resume in it's entirety (excluding SS#), and
2. Accompanying SF171 if it was submitted, and
3. Narrative to the KSA's for the announcement, and
4. Any additional information upon which the ratings was based.

I am seeking this information for personal use and not for commercial use.

I request a waiver of all fees for this request. Disclosure of this information is in the public interest. Information will benefit the public by helping match public labor skills to the appropriate job. Such matches result in efficient use of public money while providing necessary public services.

I can be reached by EMAIL at MMVolk@bpa.gov, or by mail routing at Michelle Volk PSW-6.

Thank you in advance for your time and consideration.

Sincerely,



Michelle Volk

May 23, 2002

To: Gene Tolleyson,
From: Michelle Volk
Re: FOIA Request

I am willing to pay all appropriate costs. Should cost exceed \$20, please advise me at (503)230-5325 before proceeding.

Thank-you
Michelle Volk



Department of Energy

Bonneville Power Administration
P.O. Box 3621
Portland, Oregon 97208-3621

SHARED SERVICES

May 23, 2002

In reply refer to: CILR-4

Ms. Michelle Volk - PSW-6
Bonneville Power Administration
P.O. Box 3621
Portland, OR 97208-3621

Dear Ms. Volk:

Thank you for the letter of May 22 and follow-up fax of May 23 requesting documents under provisions of the Freedom of Information Act. Your request has been logged in as #02-027.

Your letter requests all applications forwarded to the selecting official for BPA Vacancy Announcement #000966-02-DE, Public Utilities Specialist. It asks for a copy of each resume in its entirety, accompanying SF171, narrative to the KSA's, and any additional information upon which the ratings were based.

The follow-up fax indicates a willingness to pay all appropriate costs. You further asked that should the cost exceed \$20 that we advise you at 503-230-5325 before proceeding.

Mr. Roy Smithey, Human Resources Officer, has been designated as Authorizing Official for your request. Mr. Smithey has 20 working days, until June 21, to provide a response. Should you have any questions he may be reached at Mail Stop CH-1 or by calling 503-230-4383.

Sincerely,

A handwritten signature in cursive script, reading "Gene Tollefson", is located below the "Sincerely," text.

Gene Tollefson
Freedom of Information Officer

bcc:

R. Smithey - CH/1
C. Jacobson - LC/7

G. Tollefson - CILR/4
Official File - CILR (EX 13-13, 02-027)

J. Bennett - LC/7

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